

West Lafayette Public Library
Board of Trustees Meeting Minutes

Wednesday, March 10, 2021

Board members present: Anastasia Krutulis, Christiane Keck, Pat Garrott ,Mark Pugh, Martha Altschaeffl, John Meyers, Jim Knapp

Staff members present: Nick Schenkel, Scott Tracey

The Veridus Group: Marc Griffith

krM: Stuart Godfrey

Wilhelm Construction: Tom Kerker, Brett Longenecker

Friends: Jean Sullivan

1. Quorum

A quorum of 7 library board members was established via roll call.

2. Library Board Meeting Minutes & Claims

Board minutes for February 24, 2021 were presented. Martha Altschaeffl moved and John Meyers seconded the motion to accept the minutes. The minutes passed with a 7-0 vote.

The Claims for Feb 11, 2021 through March 10, 2021 were presented. The claims totaled \$57,629.88. Mark Pugh moved acceptance of the claims and Martha Altschaeffl seconded the motion to accept the claims. The motion passed 7-0.

3. Presidential Report and Librarian's Report

President Krutulis reported the garbage in the parking garage was so bad she filled one whole large trash bag just on one and a half levels of the garage. She asked if a plan to clean the garage could be developed.

The Librarian's report was sent to the board via email. There was nothing added to that report.

4. Old Business

Meetings with movers are taking place to move collections around during renovation so as to minimize disruption to library patrons and staff.

Demolition on west side of the library building is taking place.

Walls have been framed in the basement.

Insulation and footers for new transformer have been started. The transformer will be delivered Mar. 31.

Basement framing will be finished and work will begin on the heating and air conditioning units.

A group of staff members and board members visited furniture showrooms in Indianapolis with the krM staff. Plans for design and construction of furniture will be scheduled out soon.

Bid Alternates

Bid Alternate #4 with study rooms on the first floor at a cost of \$55,000 was discussed. Mark Pugh moved to reject Bid Alternate #4 and John Meyers seconded the motion. The motion was passed with a 7-0 vote.

A change order was presented for the first and second floor and basement lighting to be changed to LED lights.

The new cost will be \$75,051 for the first and second floor and \$22,105 for the basement.

Christiane Keck moved acceptance of the change order and Pat Garrott seconded the motion. The motion carried with a 7-0 vote.

Sky light restoration, a snow melt system, and a storm line into Chauncey Street were moved to consideration at the next board meeting.

The possibility of a camera security system for the library was discussed. This item was tabled for further discussion, Scott Tracey will check with the West Lafayette Police Department to see if and how such a system would be used in case of incidents at the library. Nick will check with the library staff to get their reactions to the use of a camera security system.

d. Declaration of Surplus Items

Pat Garrott moved and Jim Knapp seconded the motion to declare the display shelving in the Children's Area as surplus. The motion carried 7-0.

e. Library By-Law Review

Recommendations for changes were made by Nick Schenkel. The suggestions will be sent to the board and will be discussed at the next meeting.

f. Long Range Plan Update

The topic of the Long Range plan was presented. Nick encouraged the board to think about years of 2023 and 2024 since the renovation and addition plans will be completed by then. The board asked Nick to discuss the plan of where we want to be with the staff and then perhaps the board and the staff could meet to discuss the plan.

Payment Process for Construction Claims

Nick presented a plan for the processing of claims for the renovation and addition construction project. Christiane Keck moved and Pat Garrott seconded the motion to accept the plan as presented. The motion carried 7-0.

Since there are many claims forms which need to be signed since the board began meeting virtually a year ago, Nick will let the board know when the claims are ready to be signed so each board member can arrange to come to the library to sign the claims.

5. New Business

The Indiana State Legislature is still considering legislation to allow remote attendance at board meetings after the pandemic for public agency boards.

6. Topics for Future Action and Discussion

- a. Skylight Restoration
- b. Snow melt system
- c. Storm line into Chauncey Street
- d. Camera security system
- e. Library By-law review


Submitted by Patricia Garrott.

Secretary

3/24/21